**GOVERNANCE COMMITTEE**

The third ordinary meeting of the Governance Committee for the 2019/20 session, was held on Wednesday 18 February in Meeting Room 6, Beit Quad at 2:00pm.

**Unconfirmed minutes**

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| Present: | Dorothy Griffiths (DG) | Governance Chair |
|  | Milia Hasbani (MH) | Appointed Student Trustee |
|  | Shervin Sabeghi (SS) | Deputy President (Welfare) |
|  | Tom Fernandez Debets (TFD) | Deputy President (Clubs & Socities) |
|  | Abhijay Sood (AS) | Union President |
|  | Lloyd James (LJ) | Council Chair |
|  | Phillip Power | Alumni Trustee |
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| In Attendance: | Keriann Lee (KL) | HoSVC (clerk to meeting) |
|  | Graham Parker (GP) | Interim Managing Director |
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| Apologies: | Ansh Bhatnagar | Elected Student Trustee |
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| **Item 1 – Welcome and Chairs business**  DG welcomed the group to the Governance Committee, with special mention of the new Interim Managing Director and External Trustee Phillip Power. Introductions were made.  **Item 2 – Conflict of interest**  No conflicts of interest declared  **Item 03 – Apologies**  Ansh Bhatnagar was absent due to travel  **Item 04 – Minutes from 18 November 2019**  Chair thanked TFD for taking notes at last meeting in the absence of a clerk. No member had the opportunity to read them prior to the meeting due to time of tabling so Chair went through minutes with Committee in detail.  The minutes were confirmed.  Chair noted that the agenda from the previous meeting would be used.  **Item 05 – Action Tracker and Forward Agenda**   1. **Safeguarding Policy**   GA to review   1. **Regulatory Compliance**   GA to ensure compliance   1. **Disciplinary Matters**   Committee discussed specific issue in camera not to be minuted. Anonymised notes available.  **Item 06 – Safeguarding and No-Drugs Policy**   1. Chair noted that this was urgent due to presence of under 18s in Union spaces. 2. Former MD did not report on this action and it would now be passed to GA   **Item 7 – Regulatory Compliance**   1. Chair explained that this was initially deemed necessary by the committee to ensure the Union was compliant with all regulatory requirements. 2. SS suggested this be passed to the new Governance Officer set to start soon. 3. GA said he would consider this issue as part of his review of governance arrangements.   **Item 08 –** **Liberation update**   1. SS summarized the work he had done so far as DPW to improve Liberation noting that there will be a ninth Liberation and Community Officer for Working Class issues, student networks for each area were being formed, and there should be a policy that ties them all together. 2. Committee noted that some students took umbrage with the name and SS said this could be changed at any point. 3. KL noted that the name had not deterred nominations for the position. 4. SS to update committee when the work had advanced   **Item 09 - Sub-Committee Review**   1. Committee noted that this agenda item was owned by the former MD and discussed whether it should continue. 2. KL noted that it was initially devised to address the lack of alignment between committee forward agendas and the Union’s work and to ensure better governance arrangements. 3. Committee suggested this be passed to the GA but that it was not a top priority.   **Item 10: Elections**   1. KL said committee members did not need to recuse from this discussion as there was nothing sensitive to report except that nominations were going as expected. 2. LJ said the publicity material felt a bit much this year and KL said it may have been the decision to switch to vinyl stickers instead of table talkers and she would address with Marketing Manager. 3. LJ also said since students were not allowed to use stickers in their campaigns, the Union should also observe that. LJ also asked for an update on any rule changes. 4. DG noted that she may not be available in person for the complaints meeting on the results day of the election, but would join remotely.   **Item 11: Policy Renewal Framework**   1. AS noted that there was a new policy renewal framework in place, each policy had an owner and a timetable for renewal 2. DG said this was good work that would make it easier for the next president and Council Chair.   **Item 12: Disciplinary Review**   1. AS noted that the process was being reviewed to mirror the College process and there would be an update to committee once it was done   **Item 13: Council Reform**   1. LJ said he was not sure why this was an agenda item what body of work it referred to. 2. Chair agreed to remove from forward agenda.   **AOB**   1. None | **Actions**  **.**  **GA to review safeguarding policy**  **GA to ensure Union is complaint.**  **KL to provide update of changes in RO rules.**  **AS to update committee on Disciplinary Review** |

**Next meeting set for 8 April**